

15 May 1978

MEMORANDUM FOR: Deputy Director of Public Affairs

VIA : Chief, Publications and Presentations  
Group, NFAC

FROM :  Chief, Product Design  
Branch, PPG

SUBJECT : Visit to Production Offices of Four  
New York Publishers

This is to confirm our earlier telephone conversation concerning my visits to the production offices of Time, Fortune, Harcourt Brace, and the American Publishing Company, Tuesday and Wednesday, 16-17 May 1978. The purpose of the visits is to further acquaint myself with the procedures and standards applied in the production of periodicals. Arrangements were made through Time's cartographer, Mr. Paul Pugliese.



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Approved For Release 2004/10/12 : CIA-RDP88-01314R000300150008-9

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

EXTENSION

NO.

7G30 Hqs

C/PDB/PPG

DATE

15

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number to whom. Draw a line across column after each comment.)

1.  
C/PPG  
7G00 Hqs

2/15 DPM

2.

3.  
DD/Public Affairs  
1F04 Hqs

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